

May 16, 2016

Board Chair Larry Jirsak called the meeting to order at 3:38 pm.

Members present included Larry Jirsak, Connie Schmeichel, Shari Kment. Also present was Interim Library Director Laura England-Biggs.

The meeting was preceded by publicized motive in the Fremont Tribune and the agenda displayed in the municipal building, the Keene Memorial Library, online at www.fremontne.gov/library and distributed and emailed to the Library Board Members on May 11, 2016 and is open to the public. A copy of the open meeting law is posted continually for public inspection and is located near the entrance to the Board Room.

Reading of the Minutes of the meeting held April 18, 2016: Motion by Board Member Schmeichel to approve as submitted, second by Board Member Kment. Motion carried.

Unfinished Business:

Library Director Search: The interviews for library director will be held at the library this Thursday May 19 from 8 am to 4 pm. There will be 6 candidates interviewed. Board Member Schmeichel will sit on the interview committee once again. City Administrator Shotkoski cannot attend the interviews but is sending Park & Rec director Dan Seder in his place. The group discussed asking whether the acting director should be included on the committee.

Volunteer Policy: This remains unfinished because the acting director is waiting for the new director to be hired before going to City Council.

Wall Project: We now have drawings for the removal and replacement of the damaged section of the south wall. Four vendors have been contacted to see if they would like to bid the project.

New Business:

New Board Member: Shari Kment introduced herself to the board members and talked about her background.

Following is the report of the Library Director for April, 2016:

	April 2016	April 2015	Year to Date 2015-16	Year to Date 2014-15
No. of items issued:	10,318	10,157	74,291	74,241
Attendance:**	N/A	7,447	N/A	52,789
Days Open:	30	29		
Av. Daily Circulation:	344	350		
Av. Daily Attendance:				
Reference Questions:	131	311	1,455	2,137
Web Visits:	1,111	1,468	8,225	9,410
On-line Learning Sessions:	35	25	229	126

Database Searches:	11,362	3,602	82,276	18,699
Internet/Computer Use:	1,913	1,930	13,362	13,805
Interlibrary Loans:	65	104	517	561
Borrowed	5	17	51	76
Lent	60	87	466	485
Meeting Held:	79	65	518	470
Items Added:	364			
Items Discarded:	317			
Vol. in Collection:	102,562			

**Attendance is unavailable at this time.

Following is the report of the Library Director for May, 2016:

	May 2016	May 2015	Year to Date 2015-16	Year to Date 2014-15
No. of items issued:	11,446	11,228	85,737	85,469
Attendance**:	N/A	7,935	N/A	60,724
Days Open:	30	30		
Av. Daily Circulation:	371	374		
Av. Daily Attendance:				
Reference Questions:	118	350	1,573	2,487
Web Visits:	1,127	1,527	9,352	10,937
On-line Learning Sessions:	18	15	247	141
Database Searches:	10,630	1,899	92,906	20,598
Internet/Computer Use:	1,897	1,912	15,259	15,717
Interlibrary Loans:	64	79	581	640
Borrowed	6	6	57	82
Lent	58	73	524	558
Meeting Held:	54	65	535	535
Items Added:	363			
Items Discarded:	0			
Vol. in Collection:	102,925			

**Attendance is unavailable at this time.

Reports:

Director's Report: Upcoming events include the annual Summer Reading Program launch party on Thursday May 26 from 1-3 pm and the Fantastic Future Me launch open house that same day from 5-7 pm.

Time has been spent ordering materials. Laura reported learning to replace the battery for the security system this month.

Summer reading program planning continues and is winding down with the approach of June. Jess and Laura made it out to all the elementary schools this year, in addition to the Middle School and John Crossing Academic Center.

Three Rivers Library System Board activity included a Board meeting in Greenwood (at the Greenwood Public Library) and a scholarship committee meeting to discuss what to do with funds that were not used for Public Library Association 2016.

The water softener flooded recently, which drenched the server room again. The water softener is turned off for the time being, the drain has been snaked out, and we are working on getting salt for the water softener. (We have the water softener because of the humidifier attached to the HVAC system.) Once that is in place, we will restart the system and see if things are in working order.

Considering whether to have a flag ceremony this year at John C Fremont Days or just change out the flag and drop the old one off to be destroyed.

Jess Hill attended the NEST-fest at Midland University on Saturday May 7 and read to approximately 25 children. Many others picked up information on the Summer Reading Program.

Three different ELL classes at the high school received library cards last week, at the request of one of the teachers at the school (Ms Bunn).

Staffing continues to present challenges. The Library Assistant III vacancy left by Katie Roberts and the Library Aide vacancy which will be left by Debra Poehling have been posted and closed. Laura will review applications Tuesday May 17 at 1 pm and interviews will be set some time after that.

Friends of the Library: The Friends have decided not to hold a Lemonade on the Lawn this year, citing lack of attendance and lack of return on their investment. The Book Sale made about the same amount as last year, over \$12,000. The Friends have decided to invest \$10,000 of their checking account balance in a Fremont Area Community Foundation account where it can still be available for withdrawal but earn more interest than it does in checking.

With nothing further to discuss, Board Member Schmeichel made a motion to adjourn. Board Member Kment seconded. Meeting adjourned at 4:30 pm.